

Adult Foster Care Services

Adult Foster Care Services means a living arrangement in which an individual lives in the private home of a principle caregiver who is unrelated to the individual

Necessary support services are provided by the principle caregiver (i.e. “foster parent”) as part of Adult Foster Care Services. Only agencies may be foster care providers, with the foster care settings being certified, supervised, trained, and paid by the approved agency provider

Separate payment will not be made for homemaker or chore services furnished to an individual receiving Adult Foster Care Services, since these services are integral to and inherent in the provision of adult foster care services

The total number of individuals living in the home who are unrelated to the caregiver may not exceed four. An individual in level 1 may reside with a family and up to 3 other individuals (no more than 4 total). An individual in level 2 may not reside with more than 1 other individual. An individual in level 3 may not reside with any other individuals in the AFC program

Unit of Service

1 day of services

Rates

There are three levels of rates. The Individualized Support Team (IST) determines what level of supports are required for the individual, based on what services an individual would utilize if foster care services were not available

A Service Planner must be completed showing the services and amounts of services required in another setting. This will help demonstrate the cost effectiveness of the individual receiving Adult Foster Care services. If there are changes in the individual’s condition that may call for a change in the level of service, the IST will redetermine what level of supports the individual requires, with ultimate approval given according to who can approve a specific level of service

Level 1 - Approved by Service Coordinator

This service definition supercedes all previous service definitions for Adult Foster Care Services

This service definition update applies to the BDDS Service Definitions and to services provided on the Autism, Developmental Disabilities and Support Services Waivers

Effective Date 03-01-04

Level 2 - Approved by District Mgr.
Level 3 - Approved by Central
Office

Issues to consider in determining which tier of services the individual receives include the amount of time the foster family will need to spend in 1) health and safety management; 2) challenges and experiences aimed at increasing a person's ability to live a lifestyle that is compatible with the person's interest and abilities; 3) modification or improvement of functional skills; 4) guidance and direction for social/emotional support; and 5) facilitation of both the physical and social integration of a person into typical family routines and rhythms

Activities Allowed

Reimbursable activities under Adult Foster Care Services include, but are not limited to, the following:

- Personal care and services
- Homemaker/chore services
- Attendant care and companion care services
- Medication oversight
- Respite for the foster parent (funding for this respite is included in the per diem paid to the service provider, the actual service of Respite Care may not be billed in addition to the per diem)
- Other appropriate supports as described in the Individualized Support Plan

Activities Not Allowed

Activities that are not reimbursable through Adult Foster Care Services include:

- Residential Living Allowance and Management Services are not available to individuals receiving Adult Foster Care
- Services provided in the home of a caregiver who is related by blood or marriage, in any degree, to the individual

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- Payment for room and board is not available to individuals receiving Adult Foster Care. (Social Security Benefits should be used to pay for room and board as well as \$80.00/month (or as reflected in the ICLB Guidelines Policy) for personal needs)

Service Standards

Adult Foster Care Services must be reflected in the Individualized Support Plan

- Services must address the needs (i.e. developmental needs, vocational needs, etc.) identified in the person centered planning process and be outlined in the Individualized Support Plan
- Other services such as Community Habilitation and Participation Services, Transportation, etc. may be added to the individual's Cost Comparison Budget or ICLB; however, reimbursement would be through those services, not through Adult Foster Care Services
- 10% of the total per diem amount is intended for use by the provider for respite care as needed. It is the provider's responsibility to approve any providers of respite chosen by the family or the individual
- The provider determines the total amount per month paid to the foster parent
- The agency's administrative/supervision fee comes from the remaining total amount and includes the following duties:
 - a. Publish written policies and procedures regarding foster parent support services
 - b. Maintain financial and service records to document services provided to the individual
 - c. Establish a criteria for the acceptance of the foster parent, screen potential foster parents for qualities of stability, maturity, and experiences so as to ensure the safety and well being of the individual, and obtain a criminal background and reference check

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- d. Coordinate/provide adequate initial training and ongoing training, consultation and supervision to the foster parent
- e. Provide for the safety and well being of the individual by inspection of environment for compliance with DDARS policies and procedures, including, but no limited to, the provider and case management standards found in 460 IAC 6.
- f. Reimburse foster parent

Provider Qualifications

To be approved to provide Adult Foster Care Services, an applicant shall:

- Be an entity approved to provide supported living services under 460 IAC 6; and
- Certify that, if approved, the entity will provide adult foster care services using only persons who meet the qualifications set out in 460 IAC 6-14-5

Documentation Standards

Adult Foster Care Services documentation must include:

- Services outlined in the Individualized Support Plan

Documentation by Providers:

- Written policies and procedures, including for screening and accepting Foster Parents
- Maintain financial and service records to document services provided to the individual
- Document provision of training to Foster Parents according to agency policies/procedures.
- Reimbursement of Foster Parent

Documentation by Families:

- One entry per day detailing an issue concerning the individual
- The entry should detail any outcome-oriented activities, tying those into measurable progress

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toward the individual's outcome (as identified in the ISP)

- The entry should also include any significant issues concerning the individual, including:
 - Health and safety management
 - Developmental challenges and experiences aimed at increasing a person's ability to live a lifestyle that is compatible with the person's interest and abilities
 - Modification or improvement of functional skills
 - Guidance and direction for social/emotional support
 - Facilitation of both the physical and social integration of a person into typical family routines and rhythms

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